

# **Team, Welcome and Homing Plus programmes**

## **INFORMATION**

### **ABOUT CHANGES IN COMPETITION DOCUMENTATION CONCERNING THE POSSIBILITY TO EXTEND THE DURATION OF THE PROJECT AND TO APPLY FOR INCREASE IN THE BUDGET**

THE PROGRAMS TEAM, WELCOME, HOMING PLUS are realised under the  
OPERATIONAL PROGRAMME INNOVATIVE ECONOMY 2007 - 2013  
Priority 1 "Research and development of new technologies",  
Measure 1.2. "Strengthening the human resources potential of science".



**INNOVATIVE ECONOMY**  
NATIONAL COHESION STRATEGY

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## **I. General information**

1. Changes apply to those provisions in the competition documentation that stipulate a date other than the 31<sup>st</sup> of December 2015 as the final date of completion of the project. The deadline for the completion of the implementation of the projects is the 31<sup>st</sup> of December 2015.
2. The Foundation herewith introduces the possibility of extending the duration of the projects or receiving additional funding for the necessary expenditures in the projects being realized for laureates of the Team, Welcome and Homing Plus Programmes who meet the criteria set forth in point 3.
3. Eligible for participating in the competition are laureates of Team, Welcome and Homing Plus programmes carrying out projects whose date of completion specified in the agreement falls not earlier than on the 30<sup>th</sup> of September this year provided that their projects meet one of the following requirements:
  - a) The period of implementation of the project specified in the agreement is shorter than the maximum duration of the project foreseen for the given programme, i.e.:
    - Team programme – 4 years,
    - Welcome programme – 5 years,
    - Homing Plus programme – 2 years.

This applies to projects for which the latest possible date of the completion of the project specified in competition documentation was earlier than the 31<sup>st</sup> of December, 2015.

In such event the laureates may apply for an extension of the project to the maximum duration of the project specified hereinabove and for an increase in financing pursuant to the principles set forth in point 6 of the present announcement.

During the period by which the project would be extended under the Team and Welcome programmes (to 4 or 5 years, respectively), at least six young team members – stipend recipients – have to participate in the realisation of the project, pursuant to the regulations set forth in the relevant competition documentation.

- b) The agreement for financing of the project was concluded for the maximum period of implementation of the project, specified in point 3. a) hereinabove, but the laureate did not receive the maximum possible financing resulting from the manner of determining the project financing amount specified in competition documentation and it is necessary to increase the budget;

In such event the laureates may apply for an increase in financing pursuant to the principles set forth in point 6.



c) The agreement for financing of the project was concluded for the maximum period of implementation of the project specified in point 3. a) hereinabove, and the competition documentation that foresees the latest possible date of completion of the project as a date earlier than the 31<sup>st</sup> of December, 2015 makes it impossible to extend the period of eligibility of expenditures pursuant to the conditions stipulated in the agreement (paragraph 10, section 9); if the projects simultaneously meet the conditions specified in point 3 b) then the laureates may also apply for an increase of the budget.

In such event, the laureates may apply for an extension of the period of eligibility of expenditures in the project, pursuant to paragraph 10, section 9 of the agreement, with the reservation that the period of eligibility of expenditures in the project has to end at the latest by the 31st of December, 2015.

4. The regulations governing the employment of laureates of the Team, Welcome and Homing Plus programmes and of participants of postdoctoral internships in the Team and Welcome programmes remain unchanged, pursuant to competition documentation.
5. Before filing the application for the extension of the period of implementation of the project or for an increase in the budget or for the extension of the period of eligibility of expenditures it is recommended to conduct a complete verification of the project budget in order to identify unexpended funds and those that are subject to shifts or that will not be expended.
6. Rates specified in the relevant Competition Documentation should be applied for the purposes of calculating the increased budget amount. These rates are as follows (respectively):
  - a) in the Team programme: in the project part not more than PLN 35 000 per doctoral student and PLN 80 000 per *participant of postdoctoral internship* annually and stipends pursuant to fixed rates (student PLN 1000/month, doctoral student PLN 3000 or 3500/month, *participant of postdoctoral internship* PLN 5000/month).
  - b) in the Welcome programme, in the project part not more than PLN 1 000 000 annually and stipends pursuant to fixed rates (student PLN 1000/month, doctoral student PLN 3000 or 3500/month, participant of postdoctoral internship PLN 5000/month), the laureate's stipend remains unchanged.
  - c) in the Homing Plus programme in the project part not more than PLN 80 000 annually, laureate's stipend PLN 5000/month and stipend for student PLN 1000/month.
7. Submission of the application is voluntary.
8. The application shall be filed by the laureate with the research unit where the project is carried out.
9. The application should be prepared on the enclosed form in Polish or English language. The following documents should be attached thereto:



a) in hardcopy and electronic format to the e-mail address of the programme co-ordinator:

- Optional application for the extension of the duration of the project with justification.

b) in hardcopy format:

- power of attorney authorising the signing of the application (if applicable);

**The appendices constitute an integral part of the application.**

10. The hardcopy version of the application has to be compliant with the electronic version.
11. The application shall be signed by the laureate and the person authorised to represent the research unit pursuant to the principles of representation of the unit where the project is carried out (depending on the unit: rector, Director of the Polish Academy of Sciences, manager of the research and development institution or their attorneys in fact)<sup>1</sup>.
12. In the case of applications signed by attorneys in fact, it is required to attach the relevant power of attorney or a copy thereof.
13. Applications may be submitted by post, by courier mail or in person to the following address:

Fundacja na Rzecz Nauki Polskiej  
ul. Krasickiego 20/22  
02-611 Warszawa

with the annotation "Programme... [name of programme] – competition" on the envelope.

14. The period for filing the application shall expire on the **10<sup>th</sup> of September, 2014, at 4:00 p.m.**
15. **The date of submission of the application shall be deemed as the date of delivery (not the posting date) of electronic and hardcopy versions of the documents specified hereinabove along with the required attachments to the seat of the Foundation.**

## II. Conditions of the competition:

1. When preparing the new budget of the project the applicant shall use such categories of eligible expenditures and interest thresholds that are currently binding for project financing agreements.

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<sup>1</sup> Due to the holiday period, in the event of difficulties in timely fulfilment of the obligation to obtain a signature of the person representing the research unit, the application may be signed by the laureate only, specifying the date when (s)he will deliver to the Foundation a copy signed by both individuals required under this point, although not later than by the 20<sup>th</sup> of September, 2014.

2. In the event of applications for increasing the budget of the project please introduce adequate changes in the indicators of the project.

### **III. System of application evaluation**

1. Only applications that are formally correct, i.e. those meeting the conditions specified in points I.3-14. shall be considered.
2. Content evaluation
  - 2.1. Complete applications submitted in the required period and formally correct will be evaluated by an interdisciplinary panel of experts, without the participation of applicants. Moreover, the Foundation may seek an opinion from a third party expert involved in the evaluation of the original application.
  - 2.2. Experts evaluate the application basing on:
    - the compliance of the content of the application with the project accepted for financing,
    - the compliance of the proposed expenditures with the accepted categories of expenditures,
    - the justification of the proposed change – increase in financing or extension of the period of realisation of the project.
  - 2.3. The Foundation has the right to offer the granting of a lower amount of additional financing than that applied for, taking into account, in particular, the budget possibilities of the programme and the reasonability of the application.
3. The Board of the Foundation for Polish Science decides to grant additional financing basing on the recommendation issued by the panel of experts.
4. The decision on the increasing of financing shall be taken within approx. 1 month from the date of expiry of the period for submitting applications specified in point I.-14.
5. The applicant shall be notified about the competition result.
6. The Foundation shall not return the submitted documents.
7. Decisions settling the competition are final and are not subject to appeal.

### **IV. Project financing agreement**





Foundation for Polish Science

The introduction of any changes to the project requires the form of an annexe to the agreement. Before signing the annexe, the Foundation reserves the right to start negotiations with each of the entities applying for extension of the project or an increase in the funds for the realisation of the project in order to introduce the necessary changes in the project budget. The annexe to the agreement shall also include the necessary changes concerning the unused funds under the current budget (e.g. stipends).

## V. Contact

For further information, please contact:

Team programme

Programme Co-ordinator Beata Frączak, PhD.

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Welcome programme

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Homing Plus programme

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## VI. Forms

### 1. Application for an increase in project funding.

#### Information about the project

Name of the Programme:		
Project title		
Laureate		
Entity name		
Initial budget amount		
Requested funding increase amount		
Total value of the project after the increase		
Requested extension of the realisation of the project	To ..... months	New date of project completion: .....

#### Indicators of realisation of the Project

Indicator	Value in application	Values achieved so far	Increase by	Target value
Number of students involved in the project				
Number of postdoctoral fellows involved in the project				
Number of PhD students involved in the project				
Number of doctoral or postdoctoral degrees obtained as a result of the project realization				
Number of researchers involved in the project				

<b>Number of foreign scientists involved in the project</b>				
<b>Number of publications (including Philadelphia Journal List and Open Access) resulting from the project</b>				

- Justification of the necessary changes in the content of the project resulting from the extension or increased budget (max. 1000 words)
- **Changes in the budget and justification thereof:**

<b>Category</b>	<b>Current budget</b>	<b>Increase amount</b>	<b>Total</b>
<b>Laureate's stipend</b>			
<b>Stipend for participants of postdoctoral internships*</b>			
<b>Stipends of doctoral students (3 000)*</b>			
<b>Stipends of doctoral students (3 500)**</b>			
<b>Stipends for students*</b>			
<b>2.1 remuneration for the persons carrying out the project</b>			
<b>2.2 depreciation</b>			
<b>2.3 spending on laboratory equipment</b>			
<b>2.4 spending on materials, software, and software licences</b>			
<b>2.5 spending on research services as well as technical and financial expert opinions</b>			
<b>2.6 spending on publications, database access and other paid information sources</b>			
<b>2.7 spending on patent protection and intellectual property consultancy</b>			
<b>2.8 spending on promoting the project</b>			
<b>2.9 spending on publishing the research results in Open Access periodicals</b>			
<b>2.10 spending on international exchange and domestic business trips</b>			
<b>2.11 spending on the recruitment process</b>			
<b>2.12 general costs</b>			
<b>2.13 costs of PhD conferment procedure</b>			

\* If applicable



Signature of the laureate

Unit stamp and date

Signature of the person  
authorised to represent the  
unit

